



14th July 2020

Dear Parents and Carers,

Following the recent publication of the Government's guidance for the reopening of schools to all pupils, I am writing to inform you of the arrangements that will be in place to minimise the risks of coronavirus transmission when we reopen to all pupils on September 3rd.

Start of the day

We will be implementing a staggered start to the school day to reduce overcrowding:

- Pupils in Reception, Year 1 and Year 2 should arrive between 8.30 – 8.45am
- Pupils in Years 3-6 should arrive between 8.45 – 9.00am

Reception pupils should enter the school site through the playground gates and the children will enter the school building through their external classroom doors. Members of staff will be there to greet the children and help them to come in. Please refer to my previous letter for the morning or afternoon timings for your child for the first two days. There will be a one way system to approach and leave Lime classroom to avoid passing face to face because the path is narrow.

Years 1-5 pupils should enter through the playground gates and walk up to the playground. Members of staff will there to greet the children and provide them with hand sanitiser before they enter the building.

Year 6 pupils should walk through the staff car park and enter through the side door. They are welcome to arrive unaccompanied to reduce congestion. Members of staff will supervise their safety in the car park and provide them with hand sanitiser before they enter the building.

Regrettably, parents cannot enter the building for soft start as you usually would, but teachers will be outside on the playground every morning to greet you and your child so you can still see them and talk to them. Once you have dropped off your child please leave the school site promptly to reduce congestion.

During the school day

The children will be kept in their class bubbles for their lessons, but will mix in year group bubbles at playtimes and lunchtimes. Children in Reception and Year 1 will also mix in year group bubbles in their outdoor learning areas. Year 1 will have their own outdoor learning area on the grassy area at the front of the school. In the classrooms, children in Years 2-6 will be sat at their tables all facing the front, and they will have their own tray with stationery items and resources that are for their personal use only to minimise the sharing of resources. We will be teaching the full breadth of curriculum subjects, and the specialist teachers who teach music, PE and languages will still visit but

will maintain a distance from the children because they are teaching across multiple groups. Reception and Year 1 will be able to access all the areas of learning in their classrooms and outdoor area, but with enhanced cleaning of shared resources.

Lunch time

We will have a hot lunch available in the dining room, with a meat or vegetarian option only. The menu will be sent home to you when we receive it. The lunchtime will be staggered so that children keep to their year group bubbles throughout. Tables and benches will be cleaned thoroughly with antibacterial spray between sittings. The meals will be brought to the children where they are sitting to avoid the need to queue.

End of the day

We will be implementing a staggered end to the school day to reduce overcrowding. Pupils in Reception, Year 1 and Year 2 should be collected at 3.15pm and pupils in Years 3-6 should be collected at 3.30pm. Reception children should be collected from their external classroom doors, Years 1-5 from the playground and Year 6 will leave through the side door into the car park. Members of staff will wait with your child until you collect them, unless your child is in Year 6 and you have emailed to give permission for your child to walk home unaccompanied. Please wait at a social distance from other parents and supervise younger siblings closely to respect other families' social distancing. Once you have collected your child/children, please leave the site promptly and do not allow your children to play on the playground equipment.

Before and after school care (ABC – XYZ) and extra-curricular clubs

ABC – XYZ will be operating in the dining room and playground to provide essential childcare to working parents. Please contact them directly to discuss their arrangements if this is applicable to you. No other after school clubs, visits or trips will run in the Autumn term to minimise any further risk, but we will keep this under review for the Spring term.

Protective measures

- Pupils, parents and staff must not come to school if they have coronavirus symptoms (high temperature of 37.8 degrees or more, a new continuous cough or a loss of, or change, in their normal sense of taste or smell), or have tested positive in the last 7 days.
- Any pupils or staff who develop symptoms during the school day will be sent home immediately, so please ensure we have the most up to date emergency contact details for you. The current guidance is that the affected person must self-isolate for 7 days and have a test. Other members of the household should self-isolate for 14 days. Please see the flow chart attached for more information.
- Children and staff will wash their hands frequently throughout the day and use hand sanitiser. Additional hand washing stations will be available in the playground.
- The enhanced cleaning regime of frequently touched surfaces and resources that is already in place will continue.
- Contact between individuals will be minimised and social distancing maintained as much as possible depending on the children's age and ability to understand.
- No parents will be allowed to enter the building beyond the main office entrance area.
- Children will stay in their class groups for the majority of the time, but will mix in year group bubbles outside and in the dining room.

- The playground will be divided so that children only mix in their year group bubble. Playtimes and lunchtimes will be staggered.
- Staggered start and finish times will reduce congestion and help to keep groups apart.
- Equipment such as stationery will be provided for pupils' personal use to minimise sharing, and any resources that are shared will be cleaned regularly.
- Children must bring their own water bottles to school each day.

Attendance

Children will be expected to attend full time unless they are unwell and wear the correct school uniform including black school shoes, not trainers.

Contingency plan

Should there be another lockdown in the future, or pupils need to self-isolate, remote education will be offered immediately using Google Classroom as we have been doing this term.

Risk assessment

Our risk assessment for September will be published on our website as soon as possible to provide more information for parents and carers on our approach.

I hope this information reassures you that we will be taking every possible measure, in accordance with the government guidance, to make school as safe as possible for the children and staff in September. I am sorry that we will not be able to welcome you as parents into the school as we usually would, but we will communicate with you in September about how we will keep you informed and included as much as possible until we can welcome you back into school too.

If you have any further questions, please do not hesitate to contact the school office.

Yours sincerely,

Mrs Stray